



**2023 Riverside County  
Nonprofit Assistance Fund  
Program Budget and Narrative**

**Program Budget**

**Organization Name:**

**Budget Table:** How will you be using the grant funds?

Please provide a line-item budget for your program by completing the table below. Allowable line items include programmatic costs such as project coordination, outreach/marketing/communications, supplies/materials, etc. Maximum overhead/administrative rate is 15%.

**A breakdown of specific line item requests and attendant costs should include:**

- 1) Line item requests for materials, supplies, and other items:
  - a. Identify and list the type of materials, supplies etc.
  - b. Specify the unit cost, number of units, and total cost**
  - c. Use a formula/equation as applicable. (i.e. 40 books @ \$100 each = \$4000)
- 2) Line item requests for program staff compensation, benefits:
  - a. Identify the position; for each position request, **specify the hourly rate and the number of hours** (i.e. \$20/hr x 20 hours/week x 20 weeks = \$8,000)
  - b. For benefits, provide the formula and calculation (i.e. \$8,000 x 25% = \$2,000)
- 3) Indirect, overhead, or administrative costs are allowable up to 15% maximum.

| Line Item Category | Line Item Formula | Requested Amount From IECF |
|--------------------|-------------------|----------------------------|
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| <b>TOTALS</b>      |                   |                            |

**Budget Narrative:**

**Provide a detailed description of each line item. For staff compensation requests, provide a brief job description. For benefits, delineate the benefits.**